



OFFICE OF THE CHANCELLOR
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August 1, 2015
UCLA DA 500.30

VICE CHANCELLOR AND CHIEF FINANCIAL OFFICER STEVEN A. OLSEN

Delegation of Authority - Execution of Purchase Contracts, Subcontracts, and Standard Purchase Orders

- References:** (a) Standing Orders of The Regents, Section 100.4 (dd);
(b) Bylaws of The Regents, Bylaw 5.1;
(c) UC DA 2100 (Execution of Purchase Contracts, Subcontracts, and Standard Purchase Orders for Materials, Goods and Services to be Supplied to the University) to Chancellors, Laboratory Directors, dated 6/11/1998.

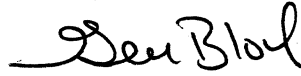
Supersedes: UCLA DA 500.28 (Execution of Purchase Contracts, Subcontracts, and Standard Purchase Orders) to Administrative Vice Chancellor Morabito, dated 12/14/2007.

Effective as of the date above, I hereby delegate to your position, in your area of responsibility, the authority to execute purchase contracts, subcontracts and standard purchase orders for materials, goods, and services, provided that:

1. purchase contracts, subcontracts, or standard purchase orders are issued in accordance with University policy and with procedures specified in the Business and Finance Bulletin;
2. funds are available;
3. if required, approval of the contracting agency is secured; and
4. prior approval is obtained from the Treasurer of The Regents for any acquisition or lease/purchase that contemplates or will result in the issuance of Certificates of Participation in order to provide funding for the transaction.

Approval as to form must be obtained from the General Counsel for any purchase contract other than that made on the standard purchase order form or for any change in the standard terms and conditions. The Executive Vice President -- Business Operations shall approve any change that may be requested in the content of the standard purchase order form, purchase requisition, or request for quotation.

This delegation is being reissued due to an organization change and there are no substantive changes to the delegation being superseded. The above authority may be redelegated to the appropriate campus officer(s) responsible for the purchase of all materials, goods, and services. Any redelegation of this authority shall be in writing, with copies to me and those listed below.



Gene D. Block
Chancellor

cc: Executive Vice Chancellor and Provost
Vice Chancellor, Legal Affairs
Manager, Administrative Policies & Delegations